

2 January 1975

MEMORANDUM FOR: Senior Training Officer DDS&T  
SUBJECT : Nominations for Executive Seminar

1. Nominations are due in my office not later than 7 March for the Seminar for New Managers at Kings Point, 4 - 23 May 1975.
2. The Agency has one space reserved for this seminar. (DDS&T requested two spaces.)
3. Please submit six copies of all nomination papers for your candidate--an up-to-date biographic profile, the most recent fitness report, and a statement giving reasons for proposing attendance at the seminar. It is requested that your supporting documentation contain the date that the nominee was first assigned to a managerial position since June 1973.

25X1A

[REDACTED]  
Executive Secretary  
Training Selection Board

25X1A

ES-TS[REDACTED]:maq  
Distribution:  
Orig - Adse  
2 - ES-TSB

2 January 1975

MEMORANDUM FOR: Senior Training Officer DDA  
SUBJECT : Nominations for Executive Seminar

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[REDACTED]  
Executive Secretary  
Training Selection Board

25X1A

25X1A      ES-TSB [REDACTED] maq  
Distribution:  
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2 January 1975

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SUBJECT : Nominations for Executive Seminar

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25X1A

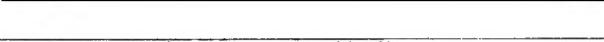
**Executive Secretary  
Training Selection Board**

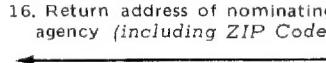
25X1A ES-TSB maq  
Distribution:  
Orig - Adse  
2 - ES-TSB

**NOMINATION FOR INTERAGENCY TRAINING**

COURSE	1. Course title <b>Approved For Release 2000/06/13 : CIA-RDP78-04202A000200160004-2</b>	12. Cost <b>125</b>
	2. Seminar for New Managers	3. Agency offering course <b>Civil Service Commission</b>
4. Dates of course <b>13 April - 2 May 1975</b>	5. Location of course (city, State) <b>Kings Point, New York</b>	

25X1A

NOMINEE	6. Name (First) (Initial) (Last) (Mr., Miss, Mrs.) 	7. Position title <b>Intelligence Officer Branch Chief</b>
	8. Home 	9. Pay plan and grade <b>GS-14</b>
		10. Office telephone (including Area Code) <b>202 - 351-1100</b>
	11. Enter here special information required by the course announcement  <b>Assigned to managerial position: December 1973</b>	

AGENCY	12. Billing address (including ZIP Code) <b>Registrar, Office of Training Central Intelligence Agency Washington, D.C. 20505</b>	13. Approving official (signature and title) 
		14. Date <b>20 February 1975</b>
	15. Telephone (including Area Code) <b>202 - 351-2193</b>	16. Return address of nominating agency (including ZIP Code) 

**Registrar, Office of Training  
Central Intelligence Agency  
Washington, D.C. 20505**

FOR USE BY AGENCY OFFERING TRAINING - DO NOT FILL IN THIS PART		
ACTION	17. Nominee is: <input type="checkbox"/> Selected as nominated <input type="checkbox"/> Selected for alternative dates (see Remarks) <input type="checkbox"/> Not selected (see Remarks)	18. Remarks
	19. First session of class meets	

**INSTRUCTIONS TO NOMINATING AGENCY**

1. Observe the Nominating Criteria and Special Instructions in Course Announcement or Bulletin before completing this form.
2. All requested information, Items 1 through 16, must be furnished. Use typewriter to complete form.
3. Submit the original and the first three copies (do not remove carbons) to the agency offering the training. See Course Announcement or Bulletin for correct address. The agency submitting the nomination may retain the additional two copies.
4. A copy of this form will be returned by the agency sponsoring the training, indicating the action taken on the nomination in the ACTION block.

**Approved For Release 2000/06/13 : CIA-RDP78-04202A000200160004-2**

U.S. CIVIL SERVICE COMMISSION

U.S. GOVERNMENT PRINTING OFFICE: 1974-534-040

OPTIONAL FORM 37

July 1969 5037-103

## ROUTING AND RECORD SHEET

**SUBJECT:** (Optional)

FROM:		EXTENSION	NO.
Executive Secretary Training Selection Board 1036 CofC Bldg		2193	DATE 3 February 1975
TO: (Officer designation, room number, and building)	DATE		OFFICER'S INITIALS
	RECEIVED	FORWARDED	
1. Chairman Training Selection Board	2/3	2/10	✓
2.			
3.		25X1A	
4.			
5.			
6.			
7.		25X1A	
8.			
9.			
10. Executive Secretary Training Selection Board 1036 Chamber of Commerce	2/11		
11.			
12.			
COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)			
<p>Attached for your consideration are two nominations for the Seminar for New Managers at Kings Point, 13 April - 2 May 1975:</p> <p>[REDACTED]</p> <p>GS-14, OF -14, CRS</p> <p>The Agency has one space reserved for this seminar.</p> <p>Please return these papers to me indicating your ranking of the candidates.</p> <p>2 - 9 7</p>			

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UNCLASSIFIED

RNA  
USE ONLY

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SECRET

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SUBJECT: (Optional)

FROM:

Executive Secretary  
Training Selection Board 1036 CofC Bldg

EXTENSION

NO.

2193

DATE

3 February 1975

TO: (Officer designation, room number, and building)

DATE

RECEIVED FORWARDER

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. [REDACTED]  
2 F 20 HQS

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2. BON

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25X1A

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25X1A

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10. Executive Secretary  
Training Selection Board  
1036 Chamber of Commerce

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14.

15.

GS-14, OF  
S-14, CRS

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Please return these papers to me indicating your ranking of the candidates.

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EXTENSION

NO.

DATE

3 February 1975

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

RECEIVED

FORWARDED

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

3 C 43 HQS

08 FEB 1975  
F. L.

JAN

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10. Executive Secretary  
Training Selection Board  
1036 Chamber of Commerce

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15.

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GS-14, CRS

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Do IT PW

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FROM:	EXTENSION	NO.	
		DATE	OFFICER'S INITIALS
Executive Secretary Training Selection Board 1036 CofC Bldg	2193	DATE	3 February 1975
TO: (Officer designation, room number, and building)	RECEIVED	FORWARDED	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
1. Dr. Karl H. Weber 6 F 20 HQS	2/4	KHW	Attached for your consideration are two nominations for the Seminar for New Managers at Kings Point, 13 April - 2 May 1975:
2.			
3.		25X1A	
4.			
5.			
6.		25X1A	
7.			
8.			
9.			
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11.			
12.			
13.			
14.			
15.			

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EXTENSION  
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DATE  
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DATE

OFFICER'S  
INITIALS

COMMENTS (Number each comment to show from whom  
to whom. Draw a line across column after each comment.)

1. Mr. Fred W. M. Janney  
5 E 56 HQS 5 FEB 1975

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25X1A

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25X1A

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9.

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13.

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